



**BOARD OF SUPERVISORS
ALPINE COUNTY**

County Administrative Office Building
Post Office Box 158
Markleeville, California 96120
Telephone (530) 694-2281

**MINUTES
February 19, 2008**

1. CALL TO ORDER / CLOSED SESSION

Chair Terry Woodrow called the closed session to order at 11:00 a.m., with Supervisors Donald M. Jardine, Henry C. Veatch, Terry Woodrow and Gunter E. Kaiser present; Phillip D. Bennett was absent

Chair Woodrow announced that the Board would adjourn to closed session to discuss the following items. Upon reconvening from closed session, Chair Woodrow announced the Board had been in closed session and gave the following report:

A. CONFERENCE WITH LABOR NEGOTIATOR-(GC §§ 54954.5 AND 54957.6)

Agency Negotiator: William May

Employee Organizations: Alpine County Deputy Sheriff's Assn., OE Local No. 3 (DSA); Alpine County Miscellaneous Employees Assn.; OE Local 3 (ACMEA); Alpine County Law Enforcement Management Assn. (LEMA); Alpine County Administrative Bargaining Unit.

Chair Woodrow announced direction was given to staff; no action was taken.

2. CALL TO ORDER, ANY OF THE FOLLOWING AGENCIES FOR WHICH THE BOARD OF SUPERVISORS SITS AS OFFICERS: LOCAL TRANSPORTATION COMMISSION / BOARD OF EQUALIZATION / WATER AGENCY. None.

3. CALL TO ORDER REGULAR MEETING

Supervisors Donald M. Jardine, Henry C. Veatch, Terry Woodrow, and Gunter E. Kaiser were present; Phillip D. Bennett was absent. Chair Woodrow called the regular meeting to order at 9:00 a.m.

4. ORAL COMMUNICATION – GENERAL PUBLIC COMMENT

This portion of the meeting is an opportunity for members of the public to address the Board of Supervisors on subjects relating to county business. No action can be taken on matters not listed on the agenda.

Chamber of Commerce Update Chamber of Commerce Executive Director Teresa Burkhauser reported banners were created for display in Bear Valley, Kirkwood, Markleeville and Woodfords reminding people to visit the Alpine County exhibit during the California State Fair; Death Ride 2008 registration would end on 2/29; 3400 participants had signed up as of 2/5/2008.

Public Works Update Director of Public Works Dennis Cardoza reported an ADA ramp would be installed in the Administrative Office Building entrance on February 23rd and 24th.

Health Services Update Public Health Officer Richard Harvey, MD reported three cases of Methicillin-Resistant Staphylococcus Aureus (MRSA) at Diamond Valley School; all parents had been notified and the Health Department conducted a training session for staff on MRSA; the school had been disinfected; two EMS grant applications were being revised for State clarification regarding Alpine County infrastructure; a proposal to house an advance life support unit at the Woodfords Fire Station was being developed and would be brought to a future Board meeting; Diamond Valley School added a salad bar to the school lunch program; "Color Me Healthy" an exercise and educational program, was started at the Early Learning Center; Billing Solutions had been successful in starting to collect on previously unbilled Health Clinic visits.

Fish and Game Commission Update Commission member Dave Zellmer reported Alpine County Fish and Game there was an adequate amount of water for the upcoming season fishing season; fish prices were going up \$.10 per pound; would continue to use the same fish vendor as last season.

5. BOARD MEMBERS ANNOUNCEMENTS OR REPORTS

Supervisor District 1 Donald M. Jardine attended a Carson Water Subconservancy District meeting on 2/11 to discuss the Regional Flood Plain Management Plan; would attend Carson Water Subconservancy District meeting on 2/20; Historical Society dinner on 2/29.

Supervisor District 2 Henry C. Veatch attended the Golden Sierra Job Training Agency meeting on 2/6; Alpine Kids outing on 2/17.

Supervisor District 4 Terry Woodrow attended Central Sierra Planning Council meeting on 2/6; Tri-TAC meeting on 2/6; Central Sierra Child Support Agency Board of Directors meeting on 2/7; School Board meeting on 2/12; Mountain Valley EMS meeting on 2/13; CSA meeting on 2/20.

Supervisor District 5 Gunter Kaiser would attend a Carson Water Subconservancy District meeting on 2/20; Finance Committee meeting on 2/25.

6. CONSENT AGENDA

Matters that are routine and non-controversial and are usually approved by a single majority vote without discussion. Items can be removed from the consent agenda to be discussed and considered separately.

MOTION Kaiser /SECOND Veatch approving the remainder of the consent agenda as follows:

- 6.1** Regular meeting minutes of 2-5-2008
- 6.2** County claims
- 6.3** Adoption of **Resolution No. R2008-06** approving application for SB81 Youthful Offender Block Grant.
- 6.4** Adoption of **Resolution No. R2008-07** establishing the administrative procedures of the Alpine County Historical Records Commission; adoption of **Resolution No. R2008-08** designating the Alpine County Public Library the official archives of the County; adoption of by-laws of the Historical Records Commission of Alpine County.
- 6.5** **CC2008-05** Plan of Cooperation between the County of Alpine and the Central Sierra Child Support Agency, effective July 1, 2008 through June 30, 2011.
- 6.6** Appointment of Hugh Margesson to the Economic Development Advisory Committee as a Markleeville Area Representative.
- 6.7** Appointment of Lovana Dressler to the Alpine County Family Support and Child Abuse Prevention Council as Public Member Markleeville for unexpired term ending December 31, 2008.
- 6.8** Appointment of Hugh Margesson to the Central Sierra Economic Development Governing Board as a non-elected appointee.
- 6.9** Adoption of language modifying and clarifying County Code Section 15.12 (Fire Safe Regulations for State Responsibility Areas).
- 6.10** Letter of appreciation to A. Makinen for contributions to Alpine County Emergency Medical Services Volunteer program.

AYES: Jardine, Veatch, Woodrow, Kaiser
NOES: None
ABSENT: Phillip D. Bennett
MOTION CARRIED.

7. BID OPENINGS / PUBLIC HEARINGS None.

8. REGULAR AGENDA – UNFINISHED BUSINESS

8.1 Continued update and possible action regarding Auditor Staff Report- Year to Date Budget Update. (Ref: 01-16-2007 and continuing the second meeting of every month)

Auditor/Controller Randy Makely provided a handout of budgeted revenues and expenditures compared to actual as of January 31, 2008; departments were within their spending limits and revenue was coming in as anticipated; a grant survey was distributed to departments to be returned to the Auditor by 2/28; budget packets would be distributed in April.

8.2 Continued consideration of request from Woodfords Fire Department and Alpine Fire Safe Council for procurement of new water tender as alternative to static water system construction in Mesa Vista. – Sheriff (Ref: 2-5-08)

Undersheriff Levy and Woodfords Volunteer Fire Department Fire Chief Buck McLelland discussed procurement of a new water tender for Mesa Vista; a sample fire apparatus information packet was distributed to Board members.

Supervisor Jardine reported the item would need to be brought back after the allocation of the Moline/West Fork Estates Trust Fund was established at the Planning Commission meeting on 3/6; and after researching any existing MOU regarding housing the water tender at the Hung-a-lel-ti Community fire house.

8.3 Second reading and consideration of adoption of proposed ordinance amending Alpine County Code, Title 2 (Administration and Personnel) adding adherence to Peace Officer Standards and Training Requirements for Public Safety Dispatchers. – County Counsel (Ref: 2-5-2008)

MOTION Veatch/SECOND Jardine waiving second reading and adopting Ordinance No. 682-08 amending Alpine County Code, Title 2 (Administration and Personnel) adding adherence to Peace Officer Standards and Training Requirements for Public Safety Dispatchers.

AYES: Jardine, Veatch, Woodrow, Kaiser
NOES: None
ABSENT: Phillip D. Bennett
MOTION CARRIED.

8.4 Second reading and consideration of adoption of purposed ordinance amending Alpine County Code Chapter 10.24 (Snowmobiles): SNOWMOBILE SPEED LIMITS – BLUE LAKES ROAD. – Assistant to the Board (Ref: 2-5-2008)

Assistant to the Board Judy Molnar distributed a revised map of the area on Blue Lakes Road affected by the speed limit Ordinance.

MOTION Jardine/ SECOND Veatch waiving second reading and adopting Ordinance No.683-08 amending Alpine County Code Chapter 10.24 (Snowmobiles): SNOWMOBILE SPEED LIMITS – BLUE LAKES ROAD.

AYES: Jardine, Veatch, Woodrow, Kaiser
NOES: None
ABSENT: Phillip D. Bennett
MOTION CARRIED.

9. REGULAR AGENDA – NEW BUSINESS

9.1 Quarterly update of projects and work program activities in the Planning Department. – Planning Director

Planning Director Brian Peters reviewed the Planning Department's quarterly update for the period of November 1, 2007 through January 31, 2008. Peter's report included updates on Housing Element, Bear Valley and Kirkwood projects, development and administrative projects, and a revenue review.

9.2 Presentation by the Amador Tuolumne Community Action Organization (ATCA) and Sierra Economic Development Organization (SEDD) on the California Emerging Technology Fund (CETF) Broadband grant application; and adopting resolution supporting the A-TCAA Central Sierra Connect Project and SEDCorp California Emerging Technology Fund (CETF) grant application. – Supervisor Woodrow

Amador Tuolumne Community Action Organization Project Manager Michelle Shelton and President and CEO of Sierra Economic Development Corporation Brent Smith reported The California Emerging Technology Fund had been established and funded by the SBC-AT&T and Verizon-MCI merger agreements in November 2005; the \$65 million fund would focus on bringing access to broadband and advanced services to underserved communities; the State's target for the availability of statewide connectivity was 2010; a community meeting would be set in April 2008 to discuss the County's broadband needs.

MOTION Jardine/SECOND Kaiser adopting Resolution No. R2008-09 supporting the A-TCAA Central Sierra Connect Project and SEDCorp California Emerging Technology Fund (CETF) grant application.

AYES: Jardine, Veatch, Woodrow, Kaiser

NOES: None

ABSENT: Phillip D. Bennett

MOTION CARRIED.

9.3 Quarterly update on Library and Archives services. – Director of Library and Archives Services

Director of Library and Archives Services Bessie Platten reviewed the Library's quarterly report for the period of October 2007 through January 2008. Platten's review included an overview of new programs, a list of accomplishments in 2007, and goals for 2008.

9.4 Approval of professional services agreement by and between County of Alpine and PBS&J Engineering Consultants, January 1, 2008 – December 31, 2008 with one-year renewal option. – Director of Public Works

MOTION Jardine/SECOND Veatch approving CC2008-06 a professional services agreement by and between County of Alpine and PBS&J Engineering Consultants, January 1, 2008 – December 31, 2008 with one-year renewal option.

AYES: Jardine, Veatch, Woodrow, Kaiser

NOES: None

ABSENT: Phillip D. Bennett

MOTION CARRIED.

9.5 Discussion and possible action instituting policy for use of County owned wireless telephones and devices by County employees. – Assistant to the Board

Assistant to the Board Judy Molnar reported the Internal Revenue Service had increased its enforcement of regulations related to employee fringe benefits including the use of County owned cell phones and personal digital assistants; regulations require the County and Employees to distinguish between business and personal use by logging all incoming and outgoing calls.

Board direction was given to staff to discontinue use of County purchased cell phones: a recommendation from Department Heads on whether to institute a reimbursement or stipend for use of personal cell phones by employees would be brought back to a future Board meeting.

9.6 Request approval for adoption of revised class specifications for County Administrative Officer. – County Counsel for Consultant

County Counsel Martin Fine reported Robert Burg with the executive search firm Ralph Andersen and Associates and John Blacklock with John Blacklock Consulting requested the Board adopt a revised class specification for the County Administrative Officer to enhance the development of a favorable pool of applicants for the position.

MOTION Veatch/SECOND Woodrow adopting revised class specifications for County Administrative Officer.

AYES: Veatch, Woodrow

NOES: Jardine, Kaiser

ABSENT: Phillip D. Bennett

MOTION FAILED.

9.7 Request approval of letter to U.S. Forest Service, Carson Ranger District, requesting reallocation of unexpended 2007 Title II project funds (\$45,000) to the Woodfords Fire Department Water Tank project; and requesting allocation of unexpended balance of Title II funds (approximately \$32,000). – Supervisor Woodrow

Assistant to the Board Judy Molnar reported the federal funding cycle for utilization of Title II funds would end September 30, 2008; the County must either have completed the projects or have approved contracts in place or funding would revert back to the U.S. Treasury; the U.S. Forest Service would consider recommendations from local governing authorities for use of the funds with the submittal of a formal written request and preparation of an Amended Program of Work.

MOTION Jardine/SECOND Veatch approving letter to U.S. Forest Service, Carson Ranger District, requesting reallocation of unexpended 2007 Title II project funds (\$45,000) to the Woodfords Fire Department Water Tank project and direction given to staff to bring back a detailed plan for allocation of balance of Title II funds (approximately \$32,000).

AYES: Jardine, Veatch, Woodrow, Kaiser

NOES: None

ABSENT: Phillip D. Bennett

MOTION CARRIED.

9.8 Notice of funding availability for the 2008-09 Community Development Block Grant (CDBG) funding cycle- General Allocation; and direction to staff. – Assistant to the Board

Assistant to the Board Judy Molnar reported The Department of Housing and Community Development had announced the availability of up to \$30,000,000 for the 2008-2009 CDBG Funding cycle; applications would be due April 3, 2008. Molnar requested direction from the Board to identify desirable projects to include in grant proposals.

MOTION Jardine/SECOND Veatch setting prioritizes of high speed broadband services; implementation of phase 2 and 3 of the Woodfords Wellness Center; and a communications tower/cellular tower at Hung-a-lel-ti Community for local emergencies as potential projects for the 2008-2009 CDBG funding cycle.

AYES: Jardine, Veatch, Woodrow, Kaiser

NOES: None

ABSENT: Phillip D. Bennett

MOTION CARRIED.

9.9 Update and discussion of options for a Defensible Space Field Inspector. – Supervisor Jardine

Planning Director Brian Peters reported a Defensible Space Field Inspector position was discussed at the December 18, 2007 Board of Supervisor's meeting. Peters recommended in the long term, inspection functions should be conducted under the supervision of the Building Department either through a County staff position or by contract with a qualified individual.

Markleeville Resident Nancy Thornburg read a letter urging the Board of Supervisors to move forward with the matter of employing a Defensible Space Inspector to ensure enforceable inspections would be completed in time for the upcoming fire season.

Supervisor Jardine reported defensible space was critical and the enforcement aspect was lacking in the County; recommended staff meet with CDF regarding the CDF Fire Captain conducting Alpine County inspections in the spring and fall and bring back a formal proposal to the next Board meeting.

- 9.10 Request approval of Memorandum of Understanding by and between the County of Alpine and the Alpine County Administrative Bargaining Unit, effective January 1, 2008 through June 30, 2008. – County Counsel**

MOTION Kaiser/SECOND Jardine approving CC2008-07 a Memorandum of Understanding by and between the County of Alpine and the Alpine County Administrative Bargaining Unit, effective January 1, 2008 through June 30, 2008.

AYES: Jardine, Veatch, Woodrow, Kaiser

NOES: None

ABSENT: Phillip D. Bennett

MOTION CARRIED.

- 9.11 Request approval of Memorandum of Understanding by and between the County of Alpine and the Alpine County Law Enforcement Management Association, effective January 1, 2008 through June 30, 2008. – County Counsel**

MOTION Kaiser/SECOND Jardine approving CC2008-08 a Memorandum of Understanding by and between the County of Alpine and the Alpine County Law Enforcement Management Association, effective January 1, 2008 through June 30, 2008.

AYES: Jardine, Veatch, Woodrow, Kaiser

NOES: None

ABSENT: Phillip D. Bennett

MOTION CARRIED.

- 9.12 Request for approval of appropriation transfer from Contingency to various accounts related to salaries in LEMA and ABU bargaining units in the total amount of \$6,350.00 for salary increases based on negotiations and authorization for the Auditor to make these budget/transfer changes. – County Counsel**

MOTION Jardine/SECOND Veatch approving appropriation transfer from Contingency to various accounts related to salaries in LEMA and ABU bargaining units in the total amount of \$6,350.00 for salary increases based on negotiations and authorizing the Auditor to make these budget/transfer changes.

AYES: Jardine, Veatch, Woodrow, Kaiser

NOES: None

ABSENT: Phillip D. Bennett

MOTION CARRIED.

- 9.13 Request for approval of appropriation transfer from Contingency (100-199-53000-399) to Personnel budget account (100-103-55000-504) Misc. Professional Services \$18,000 for outside investigations relative to deputies and authorization for the Auditor to make these budget/transfer changes. – Sheriff**

MOTION Jardine/SECOND Veatch approving appropriation transfer from Contingency (100-199-53000-399) to Personnel budget account (100-103-55000-504) Misc. Professional Services \$18,000 for outside investigations relative to deputies and authorizing the Auditor to make the budget/transfer changes.

AYES: Jardine, Veatch, Woodrow, Kaiser

NOES: None

ABSENT: Phillip D. Bennett

MOTION CARRIED.

- 9.14 Request approval for appropriation transfer from Juvenile Justice Trust (500-525-26327) to Juvenile Justice Commission Budget (100-139-52000-209) in the amount of \$200 for Misc. Office Supply; authorization for Auditor to make the Budget/Transfer changes. – County Clerk**

MOTION Jardine/SECOND Kaiser approving appropriation transfer from Juvenile Justice Trust (500-525-26327) to Juvenile Justice Commission Budget (100-139-52000-209) in the amount of \$200 for Misc. Office Supply and authorizing the Auditor to make the Budget/Transfer changes.

AYES: Jardine, Veatch, Woodrow, Kaiser

NOES: None

ABSENT: Phillip D. Bennett

MOTION CARRIED.

- 9.15 Request adoption of resolution establishing fees for county facilities and rescinding Resolution No. R2003-34. – Director of Public Works**

Director of Public Works Dennis Cardoza reported improvements to the campground and considerable cost increases for utilities, snow removal and salaries related to the community center justified an increase in facility fees; fees for use of facilities had not increased since 2003.

MOTION Kaiser/SECOND Jardine adopting Resolution No. R2008-10 establishing fees for county facilities and rescinding Resolution No. R2003-34.

AYES: Jardine, Veatch, Woodrow, Kaiser

NOES: None

ABSENT: Phillip D. Bennett

MOTION CARRIED.

10. DEPARTMENTAL MATTERS

10.1 ASSISTANT TO THE BOARD

- a) Assistant to the Board / Purchasing Agent update and oral communication.**

Assistant to the Board Judy Molnar provided the following report:

- STPUD Grant Writer agreement would expire on 6/30/2008; STPUD would only commit to a one year extension due to extensive workloads.
- The county representative at the Administrative Offices of the Courts would bring the Historical Memorandum of Understanding to a March Board meeting.
- STPUD Contract Commission meeting would be set for March 17, 2008 at 9:30 am; Alisto Engineering would present results from the STPUD recycled water monitoring well assessment.
- Memorandum of Understanding between Alpine County and CALTRANS regarding use of the Highway Advisory Radio System (HARS) was being reviewed by CALTRANS.
- Golden Sierra Youth Placement Memorandum of Understanding was in review with County Council.
- Volunteer Manuals would be completed soon and available online and through various offices.

10.2 County Counsel

- a) County Counsel update and oral communication.**

County Counsel Martin Fine reported the Agenda Review Process would be discussed at the February 28th Department Head meeting and recommendations would be presented to the Board at the March 4th Meeting

11. ADJOURNMENT

The Board adjourned to the next regular meeting of Tuesday, March 4th at 9:00 a.m. at the County Administrative Office Building, Markleeville, California.

Terry Woodrow Chair, Board of Supervisors
County of Alpine, State of California

ATTEST:

Barbara Howard, County Clerk & ex officio
Clerk of the Board of Supervisors
By Sarah Simis, Assistant County Clerk